

**BUTLER COUNTY FIRE DISTRICT #3**  
**(A Component Unit of Butler County, Kansas)**

**Financial Statements**  
**December 31, 2009**

**with**  
**Independent Auditors' Report**

BUTLER COUNTY FIRE DISTRICT #3

Financial Statements

December 31, 2009

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**INDEPENDENT AUDITORS' REPORT**

Board Of Trustees  
Butler County Fire District #3

We have audited the accompanying financial statements of the individual funds of the Butler County Fire District #3 (a component unit of Butler County, Kansas) as of and for the year ended December 31, 2009, as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the Kansas Municipal Audit Guide. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, the District's policy is to prepare its financial statements on a prescribed basis of accounting that demonstrates compliance with the cash basis and budget laws of the State of Kansas, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the cash and unencumbered cash balances of each of the various funds of the Butler County Fire District #3, as of December 31, 2009 and the revenues received and expenditures paid of such funds for the year then ended on the basis of accounting described in Note 1.

This report is intended solely for the information and use of the Board of Trustees and management of the Butler County Fire District #3, for filing with the Kansas Department of Administration, Division of Accounts and Reports and for filing with Butler County and should not be used for any other purposes.

*Peterson Peterson & Goss LC*

October 11, 2010

BUTLER COUNTY FIRE DISTRICT #3  
Summary of Cash Receipts, Expenditures and Unencumbered Cash  
Year Ended December 31, 2009

Funds	Beginning Unencumbered Cash	Cash Receipts	Expenditures	Ending Unencumbered Cash	Add Outstanding Encumbrances	Ending Cash Balance
Governmental Fund Types:						
General	\$ 17,390	\$ 266,203	\$ 274,135	\$ 9,458	\$ -	\$ 9,458
Special revenue:						
Special Equipment Reserve	190,875	56,531	48,995	198,411	-	198,411
Debt Service	-	104,812	104,812	-	-	-
Total	<u>\$ 208,265</u>	<u>\$ 427,546</u>	<u>\$ 427,942</u>	<u>\$ 207,869</u>	<u>\$ -</u>	<u>\$ 207,869</u>
Composition of Cash:						
Checking account - Rose Hill Bank						11,891
Certificate of deposit - Rose Hill Bank						195,978
Total						<u>\$ 207,869</u>

See notes to financial statements.

BUTLER COUNTY FIRE DISTRICT #3  
Summary of Expenditures - Actual and Budget  
Year Ended December 31, 2009

<u>Fund</u>	<u>Certified Budget</u>	<u>Expenditures Chargeable to Current Year</u>	<u>Variance Favorable (Unfavorable)</u>
General	\$ 305,635	\$ 274,135	\$ 31,500
Debt Service	104,813	104,812	1

See notes to financial statements.

BUTLER COUNTY FIRE DISTRICT #3  
Statement of Cash Receipts and Expenditures - Actual and Budget  
General Fund  
Year Ended December 31, 2009

	<u>Expenditures Budget</u>	<u>Actual</u>	<u>Variance Over (Under)</u>
Cash Receipts:			
County Treasurer		\$ 124,960	
Grants and donations		400	
Other		<u>2,732</u>	
Total cash receipts - District		128,092	
In-kind County payments		<u>138,111</u>	
Total receipts and in-kind payments		266,203	
Expenditures:			
Contractual services, etc.	\$ 91,310	58,257	\$ (33,053)
Commodities/supplies	12,250	14,772	2,522
Vehicle expenses	17,000	14,000	(3,000)
Transfer to Special Equipment Reserve Fund	-	48,995	48,995
County payments of personal services	<u>185,075</u>	<u>138,111</u>	<u>(46,964)</u>
Total expenditures	<u>\$ 305,635</u>	<u>274,135</u>	<u>\$ (31,500)</u>
Receipts Over (Under) Expenditures		(7,932)	
Unencumbered Cash, Beginning		<u>17,390</u>	
Unencumbered Cash, Ending		<u>\$ 9,458</u>	

See notes to financial statements.

BUTLER COUNTY FIRE DISTRICT #3  
Statement of Cash Receipts and Expenditures - Actual  
Special Equipment Reserve Fund  
Year Ended December 31, 2009

## Cash Receipts:

Interest	\$ 7,536
Transfer from General Fund	<u>48,995</u>
Total cash receipts	56,531

## Expenditures:

Equipment	<u>48,995</u>
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Receipts Over (Under) Expenditures	7,536
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Unencumbered Cash, Beginning	<u>190,875</u>
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Unencumbered Cash, Ending	<u><u>\$ 198,411</u></u>
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See notes to financial statements.

BUTLER COUNTY FIRE DISTRICT #3  
Statement of Cash Receipts and Expenditures - Actual  
Debt Service Fund  
Year Ended December 31, 2009

	<u>Expenditures Budget</u>	<u>Actual</u>	<u>Variance Over (Under)</u>
Cash Receipts:			
In-kind County payments		\$ 104,812	
Total cash receipts		<u>104,812</u>	
Expenditures:			
County payment of principal	\$ 60,000	60,000	\$ -
County payment of interest	44,813	44,812	(1)
Total expenditures	<u>\$ 104,813</u>	<u>104,812</u>	<u>\$ (1)</u>
Receipts Over (Under) Expenditures		-	
Unencumbered Cash, Beginning		-	
Unencumbered Cash, Ending		<u>\$ -</u>	

Note: The Debt Service Fund is maintained by the Butler County Treasurer.

See notes to financial statements.



# BUTLER COUNTY FIRE DISTRICT #3

## Notes to Financial Statements

December 31, 2009

### 1. Summary of Significant Accounting Policies

This summary of significant accounting policies of Butler County Fire District #3 (The District) is presented to assist in understanding the District's financial statements. The financial statements and notes are representations of the District's management, who is responsible for their integrity and objectivity. These accounting policies conform to a comprehensive basis of accounting other than generally accepted accounting principles.

#### Reporting Entity

Butler County Fire District #3 is a component unit of Butler County, Kansas. The District is governed by a five-member board of trustees appointed by the Butler County Commissioners.

Butler County Fire District #3 was formed pursuant to K.S.A. 19-3606, et. seq., and is staffed by a combination of full time and volunteer firefighters. Pursuant to K.S.A. 19-3612a, the Butler County Commissioners issued a resolution appointing a Fire District Board of Trustees to assume many of the duties previously handled by the County Commissioners. This includes receiving, expending and having custody of all funds of the District, except for payroll expenditures and bond and interest payments which continue to be paid from the District budget by Butler County, and maintaining complete records of revenues and expenditures.

#### Basis of Presentation

A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

The following types of funds comprise the financial activities of the District for the year 2009:

#### Governmental Fund Types

General Fund - to account for all unrestricted resources except those required to be accounted for in another fund. All resources of the District are accounted for in the General Fund, exclusive of the special revenue funds.

# BUTLER COUNTY FIRE DISTRICT #3

## Notes to Financial Statements

December 31, 2009

### 1. Summary of Significant Accounting Policies (continued)

#### Governmental Fund Types (continued)

Special Revenue Funds - to account for the proceeds of specific revenue sources which must be devoted to some specific use as required by law or specific regulation. The special revenue fund maintained by the District is the Special Equipment Reserve Fund.

Debt Service Fund - to account for the payment of principal and interest on General Obligation Bonds. This fund is maintained by the Butler County Treasurer.

#### Basis of Accounting

These financial statements are presented on a basis of accounting which demonstrates compliance with the cash basis and budget laws of Kansas. Cash receipts are recognized when the cash balance of a fund increases. Cash disbursements are recognized when the cash balance of a fund is decreased. For an interfund transaction, a cash receipt is recorded in the fund receiving cash from another fund and a cash disbursement is recorded in the fund from which the cash is transferred. Expenditures include disbursements, accounts payable and encumbrances. Encumbrances are commitments related to unperformed contracts for goods and services, and are usually evidenced by a purchase order or written contract.

#### Departure from Generally Accepted Accounting Principles

The basis of accounting described above results in a financial statement presentation which shows cash receipts, cash disbursements, cash and unencumbered cash balances and expenditures compared to budget. Balance sheets that would have shown noncash assets such as receivables, inventories and prepaid expense, liabilities such as deferred revenue and matured principal and interest payable, and reservations of the fund balance are not presented. General fixed assets that account for the land, buildings and equipment owned by the District are not presented in the financial statements. General long-term debt such as general obligation bonds and compensated absences are not presented in the financial statements.

#### Retirement Plan

All full-time employees are members of the State of Kansas Public Employees' Retirement System which is a cost sharing multi-employer statewide defined benefit pension plan. The plan is more fully described in Note 2.

# BUTLER COUNTY FIRE DISTRICT #3

## Notes to Financial Statements

December 31, 2009

### 1. Summary of Significant Accounting Policies (continued)

#### Budgetary Principles

The District is required by State statute to adopt annual budgets, via Butler County, for the general fund and debt service funds on or before August 25 for the ensuing year. The Special Equipment Reserve Fund is specifically exempted from budgetary requirements. The statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

1. Preparation of the budget for the succeeding calendar year on or before August 1<sup>st</sup>.
2. Publication in the local newspaper of the proposed budget and notice of public hearing on the budget on or before August 5<sup>th</sup>.
3. Public hearing on or before August 15<sup>th</sup>, but at least ten days after publication of notice of hearing
4. Adoption of the final budget on or before August 25<sup>th</sup>.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication the hearing may be held and the governing body may amend the budget at that time. The General Fund was amended in 2009 to account for left over funds held by the county.

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison statements are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

All legal annual operating budgets are prepared using the modified accrual basis of accounting modified further by the encumbrance method of accounting. Revenues are recognized when cash is received. Expenditures include disbursements, accounts payable and encumbrances. Encumbrances are commitments by the District for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year-end.

## BUTLER COUNTY FIRE DISTRICT #3

### Notes to Financial Statements

December 31, 2009

#### 1. Summary of Significant Accounting Policies (continued)

##### Risk Management

The District is exposed to various risks for loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The district carries commercial insurance for all risks of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three years.

##### Subsequent Events

The District adopted FASB ASC 855, *Subsequent Events*, effective for financial periods ending after June 15, 2009. The objective of FASB ASC 855 is to establish general standards of accounting for and disclosure of events that occur after the balance sheet date but before the financial statements are issued or available to be issued. Subsequent events have been evaluated through October 7, 2010, which is the date the financial statements were available to be issued. Events requiring disclosure were identified and disclosed.

#### 2. Pension Plan

##### Plan Description

The District employees are legally employees of Butler County which participates in the Kansas Public Employees Retirement System (KPERS), a cost-sharing multiple employer defined benefit pension plan as provided by K.S.A. 74-4901, et. Seq. KPERS provides retirement benefits, life insurance, disability income benefits and death benefits. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to KPERS, 611 S. Kansas Avenue, Suite 100, Topeka, and Kansas 66603-3803.

##### Funding Policy

K.S.A. 74-4919 establishes the KPERS member-employee contribution rate at 4% of covered salary. Member-employees' contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code. State law provides that the employer contribution rate be determined annually based on the results of an annual actuarial valuation. KPERS is funded on an actuarial reserve basis. State law sets a limitation on annual increases in the contribution rates for KPERS employers. The County's contributions to KPERS for District covered employees for the year ending December 31, 2009 amounted to the statutory required contributions for the year.

BUTLER COUNTY FIRE DISTRICT #3

Notes to Financial Statements

December 31, 2009

3. Interfund Transfers

A summary of interfund transfers is as follows:

<u>Fund</u>	<u>Transfers In (out)</u>
General	\$(48,995)
Special Equipment Reserve	48,995

4. Compensated Absences

District employees are legally employees of Butler County and are subject to the County's personnel policies. It is the County's policy to permit employees to accumulate a maximum of seven calendar days vacation. Upon termination or resignation from service, employees are entitled to payment for all accrued vacation earned prior to termination or resignation. During the first 10 years of employment, employees earn vacation at the rate of 2 weeks per year; after 10 years, 3 weeks per year; and after 20 years, 4 weeks of vacation are earned each year.

All full-time employees earn sick leave at the rate of one calendar day per month up to a maximum of 1,040 hours. Upon retirement or termination, any employee in good standing, employed for two years or more, shall be compensated for accrued sick leave at the rate of one-half of his or her regular rate of pay.

The costs of compensated absences are recorded at the time the benefits are paid to employees.

5. Compliance with Kansas Law

Management is not aware of any statutory violations for the year 2009.

# BUTLER COUNTY FIRE DISTRICT #3

## Notes to Financial Statements

December 31, 2009

### 6. Cash and Certificates of Deposit

The carrying amount of the District's cash and certificates of deposit at December 31, 2009 was \$207,868 and the bank statement balances were \$212,236. Differences between the carrying amounts and the bank statement balances were deposits in transit and/or outstanding checks. The balances were entirely covered by Federal Deposit Insurance Corporation coverage and the securities of \$370,000 pledged by the Bank.

Applicable state statutes authorize the District to invest in (1) temporary notes or no-fund warrants issued by the governmental unit; (2) time deposit, open accounts or certificates of deposit, with maturities of not more than two years, in commercial banks; (3) time certificates of deposit, with maturities of not more than two years, with state or federally chartered savings and loan associations or federally chartered savings banks; (4) repurchase agreements with commercial banks, state or federally chartered savings and loan associations or federally chartered savings banks; (5) United States treasury bills or notes with maturities as the governing body shall determine, but not exceeding two years; (6) the municipal investment pool maintained by the state Treasurer's office; and (7) trust departments of commercial banks.

All of the District's cash was Category 1 for risk purposes.

### 7. Bonded Indebtedness

During the year 2003 the District issued general obligations bonds in the amount of \$1,500,000 to fund the greater part of constructing a new facility located in the City of Rose Hill, Kansas. The new station was substantially completed in January 2004. The general obligation bonds are serviced by Butler County.

In 2009 Butler County paid on behalf of Butler County Fire District #3 principal payments totaling \$60,000 and interest payments totaling \$44,812. The remaining long-term debt for the Fire District is as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2010	65,000	43,313	108,313
2011	65,000	41,492	106,492
2012	70,000	39,543	109,543
2013	70,000	37,372	107,372
2014	75,000	35,133	110,133
2015	75,000	32,620	107,620
2016	80,000	29,995	109,995
2017	85,000	27,115	112,115
2018	90,000	23,970	113,970
2018-2023	<u>500,000</u>	<u>64,700</u>	<u>564,700</u>
Total	<u>\$1,175,000</u>	<u>\$375,253</u>	<u>\$1,550,253</u>